



UNITED STATES MARINE CORPS

HEADQUARTERS MARINE CORPS AIR STATION MIRAMAR
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StaO 8020.2A

Safety

01 FEB 2001

STATION ORDER 8020.2A

From: Commanding General
To: Distribution List

Subj: EXPLOSIVES SAFETY SELF-AUDIT (ESSA) PROGRAM

Ref: (a) NAVSEA OP 5 Vol 1
(b) NAVSEAINST 8020.14A

Encl: (1) Explosives Safety Self-Audit (ESSA) Schedule

1. Purpose. To establish policy and guidance for the appraisal of Marine Corps Air Station, (MCAS) Miramar's explosives safety posture.

2. Cancellation. 8020.2.

3. Background. Experience has demonstrated that the self-appraisal process is one of the most effective means of maintaining a valid and reliable explosives safety program. Although the surveillance of explosives operations and facilities is a basic requirement of reference (a), standard local periodic inspection procedures can be reinforced with the adoption of a formal self-audit program.

4. Definition

a. Explosives Safety Self-Audit. An Explosives Safety Self-Audit (ESSA) is a formal program, whereby a shore installation conducts periodic safety appraisals of ongoing ammunition and explosives (A&E) operations. The intent of the ESSA is to emphasize the importance of maintaining a disciplined, proactive approach to explosives safety issues and promote the highest standards of A&E safety, integrity, responsibility and compliance. A well planned and executed ESSA serves as a catalyst for creating and maintaining an operational environment which fosters concerted interdepartmental efforts in accomplishing safety related goals.

b. Explosives Safety Program Evaluation Guide. The Explosives Safety Program Evaluation Guide (appendix (a) of reference (b)) is a comprehensive list of significant A&E safety checkpoints. The list covers all factors of A&E safety including program management,

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qualification/certification, standard operating procedures, explosives safety quantity-distance requirements, lightning protection, storage, handling, transportation, etc. Use the Program Evaluation Guide as a basis for conducting ESSA's.

5. ESSA Team Composition. The ESSA team will conduct appraisals of explosives safety posture for units located aboard MCAS Miramar. The self-audit process should draw upon a representative organization cross section of activities influencing the integrity of the explosives safety program. The core team should consist of the station explosives safety officer (ESO), at least one representative from station ordnance, security, supply/traffic management, EOD, fire, training personnel, and quality assurance departments. In order to ensure that team members are not tasked to audit their own areas, other Marine Corps Air Bases Western Area (MCABWA) organizations may be requested to provide support.

6. Procedures. ESSA's will be conducted annually per the enclosure and can be conducted in conjunction with other safety standdowns (i.e. Back in the Saddle), and may be performed in a working environment.

7. Auditing Methods. Thoroughly review the ordnance operation for compliance with governing directives. Use the Explosives Safety Program Evaluation Guide contained in appendix (a) of reference (b) to review facilities, equipment, processes and personnel based on, but not limited to, those functional areas listed in the guide. Document deficiencies and necessary corrective actions taken, or long range corrective actions planned. If a deficiency is not immediately corrected, the Commanding Officer or a representative shall assess the risk involved in the continued operation. If recommended to continue operations, document the rationale in writing.

8. Documenting and Recording Results. The results of the ESSA and the inspected unit's corrective action plan (CAP) shall be retained in a historical file maintained by the station ESO. Inspected units shall also retain copies of this documentation in their historical files. If any deficiencies cannot be immediately corrected, the ESO shall assign a risk assessment code and add the deficiency to the safety division abatement plan until corrected.

9. Process Quality Control. The cognizant authority will review the ESSA results to ensure:

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- a. Results are properly analyzed.
 - b. Underlying causes and trends favorable/unfavorable to explosives safety process controls are identified.
 - c. Corrective action was expeditiously accomplished.
 - d. Controls are instituted to preclude recurrence of deficiencies.
10. Reporting Requirements. Forward ESSA results to the Commanding Officer and the department head of the inspected command.
11. Corrective Action. The ESO will reinspect the deficiency for corrective action. Per reference (b), report deficiencies not corrected within 180 days of receipt of results to the Commanding Officer for further action.
12. Action. Commanders will ensure strict compliance with the procedures contained in this Order.
13. Concurrence. The Commanding General, 3d Marine Aircraft Wing, and the Commanding Officer, Marine Aircraft Group 46, concur with the provisions of this order.


D. J. MCDANIEL
Chief of Staff

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EXPLOSIVES SAFETY SELF-AUDIT (ESSA) SCHEDULE

COMMAND	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cons Armory		X										
EOD										X		
HMH-361					X							
HMH-462												X
HMH-465									X			
HMH-466				X								
HMM-161		X										
HMM-163					X							
HMM-165			X									
HMM-166	X											
MALS-11						X						
MALS-16						X						
MTU										X		
NavConBrig				X								
PMO							X					
Sheriff											X	
StaOrd								X				
VMFA-134			X									
VMFA-232											X	
VMFA-242							X					
VMFA-314									X			
VMFA-323												X
VMFA(AW)-121								X				
VMFA(AW)-225	X											
VMFAT-101		X										
VMGR-352				X								

ENCLOSURE (1)